

## Statement of Deficiencies

### 5305-B: Liability Insurance

Not Met

Policy Name/Number :

Dates of Coverage :

#### Findings/Corrections

5305.B. The Provider lacked required documentation of current commercial liability insurance for the operation of the center to ensure medical coverage for children in the event of accident or injury. The provider shall be responsible for payment of medical expenses of a child injured while in the provider's care. Documentation to consist of the insurance policy or current binder that includes the name of the child care facility, physical address of the center(s), name of the insurance company, policy number, period of coverage and the explanation of the coverage.

### 5311-A: Personnel Records

Not Met

#### Findings/Corrections

5311.A.1. The Provider did not have an application/staff information form to include the name, date of birth, address and telephone number, previous training/work experience, educational background, employee's start date for [ one of three staff ].

5311.A.3. The Provider did not have a job description for every position at the center for [ two staff ].

5311.A.4. Health records to include documentation of good health, signed by a physician or designee was not available for three staff:

5311.A.5. Documentation of a satisfactory criminal record check, as required by Louisiana R.S. 15:587.1, was not available for three staff ]. Documentation of submission [ **was not** ] available. Provider shall request this clearance prior to the employment of any center staff. A criminal record clearance is not transferable from one employer to another.

### 5312-A: Orientation Training

Not Met

#### Findings/Corrections

5312.A. Provider lacked documentation that staff, received orientation within one week of employment and prior to having sole responsibility for a group of children to include training in the following topics:

Center policies and practices including health and safety procedures;  
Emergency and evacuation plan;  
Supervision of children;  
Discipline policy;  
Job description;  
Individual needs of the children enrolled;  
Detecting and reporting child abuse and neglect;  
Current Child Day Care Class "A" Minimum Licensing Standards;  
Confidentiality of information regarding children and their families.

Orientation training did not include documentation of the 4 days supervised work with children.

Documentation shall consist of a statement/checklist in the employee record signed and dated by the employee and the Director attesting to having received such orientation training and the dates of the supervised work with children.

## Statement of Deficiencies

### 5312-E: CPR and First Aid

Not Met

#### Findings/Corrections

5312.E.1. The Provider did not have documentation that at least fifty percent (50%) of all staff on the premises and accessible to the children have current approved Infant/Child/Adult certification in CPR. [ 0 ] of [ 3 ] staff had documentation of this certification.

course is scheduled for 5-21-05 and 6-18-05.

5312.E.3. The Provider did not have documentation that at least 50 percent of the staff on the premises and accessible to children at all times has current approved Pediatric First Aid training. [ 0 ] of [ 3 ] staff had documentation of this certification. course is scheduled for 5-21-05 and 6-18-05.

### 5319-D: Posted Menu

Not Met

#### Findings/Corrections

5319.D. The current weekly menu listing specific food items for snacks was not prominently posted.

### 5323-B: Outdoor Space

Not Met

#### Findings/Corrections

5323.B.1. The outdoor play space lacked a direct exit from the center into the outdoor play yard.

Children will walk through a porch area which has an open area approximately 6 feet wide to the gate of the play yard. This area is to be enclosed per director statement/

### 5327-A: Locked Harmful Substances and Equipment

Not Met

#### Findings/Corrections

5327.A. Prescription and over-the counter medications, poisons, cleaning supplies, harmful chemicals, equipment, tools, and any substance with a warning label stating it is harmful to or that it should be kept out of the reach of children were not locked away from children as evidenced by [ bleach in kitchen cabinet ].